

Phoenix Award for Small Business Disaster Recovery

The Phoenix Award for Small Business Disaster Recovery is given to a business owner whose efforts and contributions have enabled their business to recover successfully from a disaster. SBA will make a selection for the Phoenix Awards at the National level.

Who is eligible to be nominated for this award?

Any individual who owns and operates a small business or bears principal responsibility for operating a small business that suffered physical damage following a disaster during the previous fiscal year and received an SBA physical disaster loan may be nominated. Partners who jointly own and operate a small business may be nominated as a “team” so long as the number of individuals in the team nomination does not exceed four.

Businesses that suffered a physical disaster loss and received an SBA disaster loan during fiscal years 2014 or 2015 are eligible for nomination. A business that suffered losses in a disaster that occurred during fiscal year 2013 but did not receive an SBA disaster loan until fiscal year 2014 is also eligible for nomination.

Who may submit nominations for this award?

Any individual or organization dedicated to the support of the small business community in the United States, including, but not limited to, trade and professional associations and business organizations, may submit nominations for this award. Individuals may not be nominated for more than one National Small Business Week 2016 award category. Individuals may self-nominate for this award. SBA employees may help to solicit nominations, but they cannot submit nominations on behalf of the nominee.

Where are the nominations to be sent?

Nominations must be submitted in one of two ways:

- 1) Nominations may be submitted to the SBA Disaster Field Operations Center in the state or territory where the business is located; or
- 2) Nominations may be submitted via the online nominations portal on <http://awards.sba.gov>.

What is the deadline for nominations?

All nominations for Phoenix Awards submitted to the SBA Disaster Field Operations Center in the state or territory where the nominee is located must be postmarked or hand delivered to the appropriate SBA Disaster Field Operations Center **no later than 3:00pm. ET, January 11, 2016.**

All nominations submitted through the online nominations portal must be uploaded and submitted no later than 3:00pm ET, January 11, 2016.

What information must the nomination package contain?

Nominations must contain the information required below. Incomplete nomination packages will not be considered. All evaluation/selection criteria must be specifically addressed. A complete nomination package includes:

- 1) A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through SBA district offices and the online nominations portal. For “team” nominations, a background form is required for each team member.
- 2) A completed nomination form (SBA Form 3303, Phoenix Award for Small Business Disaster Recovery) which is available through SBA district offices and the online nominations portal;

- 3) Documentation supporting approval of the SBA disaster loan;
- 4) An original 8" x 10" or 5" x 7" photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For "team" nominations, a photo of each nominee or group photo is acceptable;
- 5) If possible, photos documenting the disaster damage and photos of the rebuilt property.
- 6) Any other supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages).

What are the evaluation/selection criteria for this award?

- 1) Resiliency — The business successfully resumed its operations within the same geographic area.
- 2) Extent of damage — The business suffered at least 40 percent physical damage.
- 3) Staying Power — The business was able to maintain at least 90 percent of its pre-disaster employment level or has plans to rehire employees, attaining 90 percent of its pre-disaster employment level.
- 4) Contribution to the local community (e.g., the only supermarket in town, a major source of employment in the city, etc.).
- 5) Speed of recovery.
- 6) Initiative and innovation displayed during recovery.
- 7) Efforts made by the business to protect the property from future disaster losses.

What are the selection procedures for this award?

Phoenix Award nominees for Small Business Disaster Recovery are selected by the appropriate SBA Disaster Field Operations Center. Winners will be selected by the SBA Administrator, based on the recommendations of a panel of judges comprised of federal employees.